

State Board of Health Staff Ongoing Commitments

State Board of Health staff members have ongoing commitments as part of their regular work. These commitments are in addition to rule making, the State Health Report, and forums, which are treated in separate documents. As the Board looks at capacity to undertake policy initiatives, it needs to understand other pieces of work, and it may choose to direct staff with withdraw from low-priority activities.

Craig McLaughlin, Executive Director

Governor's Healthy Washington/Prevention Policy Group

Recently asked by the Office of the Governor to attend a group that will set prevention priorities for the Governor and Cabinet agencies.

Time involved: Group meets every-other-week for about two hours.

Duration: Commitment is open ended. This activity related directly to writing of the State Health Report.

Nutrition and Physical Activity Policy Leadership Group (NPA-PLG)

The NPA-PLG was convened by DOH, the American Cancer and the American Health Association. It includes executive leadership of government agencies, advocacy groups, and industry associations working on issues related to nutrition, physical activity, transportation, and school health. Seeks to identify common policy priorities.

Time involved: Meets every other month.

Duration: Open-ended commitment.

Public Health Improvement Partnership

Represent the Board on the Steering Committee and also participate in Finance and Standards committees.

Time involved: Attend daylong meeting about eight times a year in Seatac, Spokane, and elsewhere.

Monitor work of committees on Workforce, Access and Key Health Indicators.

Duration: Open-ended commitment.

Washington State Association of Local Public Health Officials (WSALPHO)

Serve as liaison to WSALPHO. Attend general meetings. Also attend forums meetings (Health Officers and Public Health Executive Leadership) and board of directors meetings when agenda items relate directly to the Board's activities.

Time involved: About eight half-day or daylong meetings annually.

Duration: Open-ended commitment.

Agency Medical Directors Group

Represent the Board on this interagency work group that comprises representatives of all health-related state agencies (most but not all are medical directors).

Time involved: Meets one morning most months.

Duration: Open-ended commitment.

HIV Collaborative

Policy development group looking at issues related to HIV/AIDS. Convened by Board and DOH.

Includes representatives of AIDSNETS, WSMA, WSNA, WSHA, GACHA, community health clinics, people living with HIV, and community-based organizations serving people with HIV.

Time involved: Most active during rule review but still working on issues related to behaviors endangering the public health and good Samaritans. Meet a few times a year.

Duration: Work should conclude after 2006 legislative session, but may evolve into policy group looking at other blood borne infections such as hepatitis.

DOH/Board Relations

Will be heavily involved in developing training and resource books to reduce role confusion and clarify processes when the Board and DOH are working jointly on rules or policy initiatives.

Time involved: This will take a significant amount of time in September and October 2005.

Duration: Through fall 2005

Public Health Emergency Preparedness Response Joint Advisory Committee

Participate when possible on committee establishing and part of federal emergency preparedness grant.

Time involved: Daylong meetings a few times per year.

Duration: Open-ended commitment.

Joint Select Committee on Public Health Financing

Board is named with DOH, WSALPHO, and the Public Health Roundtable as groups to be consulted with in work of the Joint Select Committee, which meets monthly around state. Part of staff group responding to requests for input to the committee.

Time involved: Meets monthly around the state.

Duration: Commitment ends July 2006.

Legislative Liaison

Variety of commitments related to legislative relations that occupy the bulk of my time while Legislature is in session.

Desiree Robinson, Executive Assistant**Local Boards of Health (LBOH)**

In 2002, the Board took on a project to strengthen ties with local boards of health. Desiree is lead staff and her role involves keeping LBOH information on the Web current. This includes meeting dates as well as contact information and current Board member rosters. Her work also involves scheduling dates for representatives of SBOH to attend these meetings and following up with thank you letters.

Time involved: This is a time commitment mostly at the beginning of each new year when the Boards change members, but averages out to about 4 hours per month.

Duration: Ongoing

Warren Featherstone Reid Award

In 1994, the Legislature created the Warren Featherstone Reid Award “to honor and recognize cost-effective and quality health care services” and to highlight “centers of quality.” The Board’s role is to forward a nomination to the Secretary of the Department of Health who forwards the nomination to the Governor. Forwarding a nomination involves forming a committee, reviewing applicants’ information to decide on a nominee and putting that into a letter to the DOH Secretary. Desiree is the lead staff on this.

Time involved: Scheduling a time for the panel review, compiling packets with nominees’ information for each panel member, and composing the letter to send to the secretary. This is a time commitment in the spring of each year and takes about 40 hours each year.

Duration: Ongoing

Lonnie Peterson, Public Information Officer**Public Health Improvement Partnership (PHIP), Communications Committee Member**

The PHIP guides the development and implementation of a plan for collaborative action to bring about improved health in all the communities of Washington State. The Communications Committee develops informational materials and methods that clearly describe the work of public health to citizens, health providers and policy makers.

Time involved: Unsure (have only been to one meeting)

Duration: Ongoing

Washington State Governor's Interagency Committee of State Employed Women (ICSEW), Communications Committee Chair

The ICSEW is comprised of representatives from state agencies and institutions of higher education. Representatives are nominated by agency directors and/or heads of colleges and universities, and are appointed by the Governor. The Communications Committee works to improve and broaden communications to all state employees and acts as an information clearinghouse for state employees. As Communications Committee Chair I act as Webmaster for the ICSEW Web site as well as publish the bi-monthly newsletter, the *InterAct*.

Time involved: Attend 12 meetings per year. Work approximately 8 hours every-other-month on the *InterAct* newsletter and 8 hours per month working on the ICSEW Web site.

Duration: Term ends July 2006

SBOH Webmaster

Build pages as needed, perform updates on a regular basis, and perform general maintenance and posting. Produce the *FYI* newsletter for Board members and other public health professionals listing items relevant to the Board's work, including general media articles, journal articles, reports, conferences, job openings, local board of health agendas, and correspondence to and from the Board. Assure all Board meeting materials are posted on the Board's Web site.

Time involved: Approximately 12 hours per week, which includes building pages, performing updates, posting Board materials, and *FYI*.

Duration: Ongoing

SBOH Communication Plan Development

Develop a communications plan for the State Board of Health that includes writing materials for newsletters and public health publications, as well as increased outreach to media.

Time involved: Approximately 8 hours per week until the plan is developed.

Duration: Research and development completed by end of calendar year; ongoing.

Ned Therien, Health Policy Analyst

Liaison with the Environmental Health (EH) Directors

Half of the EH directors meet in Moses Lake and the other half meet in Tacoma each month to discuss current issues. The agendas for each group are usually the same in any month. Twice a year, the EH directors meet jointly in Central Washington for two days.

Time involved: Attend one of the two meetings each month on an alternating basis, or as requested by the directors. Ned plans to attend the statewide meetings for one day each time. (8 hours per month.)

Duration: Ongoing

Partners in Food Safety

DOH hosts a half-day policy-level meeting of representatives of various agencies semi-annually in Kent to discuss current issues in food safety.

Time involved: Attend these meetings to maintain working relationships with the representatives from the different agencies. (16 hours per year.)

Duration: Ongoing

Coordinated School Health Workgroup

Representatives of various DOH programs involved in children's health issues periodically meet to get an update on the activities of the coordinated school health infrastructure grant. It also provides an opportunity for programs to network and explore ways to coordinate and collaborate. **Time involved:** Attend as liaison for the Board. (16 hours per year.)

Duration: Ongoing

DOH/Ecology/PSAT Large On-site Wastewater Regulation

Senior management of DOH and the Department of Ecology asked staff to develop proposals for splitting the permitting/regulatory framework for large onsite disposal facilities. These proposals could lead to DOH developing requests for changes to Board rules. Ned participated in discussions in August that resulted in development of a preliminary list of options for consideration by senior management of DOH and Ecology.

Time involved: Ned might need to have ongoing involvement in the process. (20 hours total.)

Duration: Ongoing

Passenger Ship Wastewater Discharges

DOH is working with University of Washington researchers to develop a study of virus removal by shipboard wastewater treatment systems.

Time involved: Monitor the progress of the studies and report to the Board's Environmental Health Committee. (12 hours total.)

Duration: Ongoing

WSEHA 2006 Annual Educational Conference

The WSEHA is the primary professional association for environmental health personnel in Washington. The organization's 3-day annual conference is well attended by EH staff from local health agencies for continuing education. The conference is organized by a committee of member volunteers.

Time involved: Participate in monthly committee meetings between August 2005 and the April 2006 conference, taking a lead role for a 1-day special session about the "Built Environment." (80 hours total.)

Duration: Ends April 2006

Bill Watch

During legislative session, all Board staff track bills with potential public health impact.

Time involved: Track bills to assist with briefings by the Executive Director to the Board. (200 hours per year.)

Duration: Each legislative session

Subpoena to Testify

The DOH Shellfish Program is the defendant in a lawsuit regarding an allegation of unfair enforcement of regulation of a particular company.

Time involved: Ned has received a subpoena to testify at a trial expected to be held in South Bend in spring 2006. (16 hours total.)

Duration: Ends spring 2006

Tara Wolff, Health Policy Analyst**Coordinated School Health Workgroup**

Representatives of various DOH programs involved in children's health issues periodically meet to get an update on the activities of the coordinated school health infrastructure grant. It also provides an opportunity for programs to network and explore ways to coordinate and collaborate.

Time involved: Attend as liaison for the Board and help with special projects. (30 hours per year.)

Duration: Ongoing

Bill Watch

During legislative session, all Board staff track bills with potential public health impact.

Time involved: Track bills to assist with briefings by the Executive Director to the Board. (200 hours per year.)

Duration: Each legislative session

Public Health Nursing Directors

Public Health Nursing Directors attend monthly day-long meetings to discuss current issues, share ideas, and receive program updates.

Time involved: Attend (on an as-needed basis) as liaison for the Board. (8 hours per meeting.)

Duration: Ongoing

Washington Asthma Initiative (WAI)

On September 1, 2005 the WAI will submit its statewide asthma plan to the CDC. In November 2005, the WAI will hold a summit to finalize its work plan for 2005-06. In December 2005 the statewide asthma plan will be submitted to the Governor.

Time involved: Help with special projects and possibly attend summit. (Up to 10 hours.)

Duration: Uncertain if commitment will extend beyond December 2005

School Board Challenge

The Board has joined other organizations to plan and support the School Board Challenge, an award to school districts for their commitment to school nutrition and physical activity. Awards of \$5,000 each will be given to three school districts in Washington State.

Time involved: Help with planning of challenge and grading of applications due on October 17, 2005. (16 hours per year.)

Duration: Ongoing, annual award

Action for Healthy Kids (AFHK) – Washington State Chapter

AFHK is a non-profit organization which addresses the epidemic of overweight, undernourished, and sedentary youth by focusing on changes at schools. It works in 50 states to improve children's nutrition and increase physical activity, which in turn improves their readiness to learn.

Time involved: General member and goal subcommittee membership. (16-24 hours per year.)

Duration: Ongoing

Washington State Partnership for Youth (WSPY)

WSPY is a partnership that envisions a state where all youth are nurtured, supported, and empowered to realize their full, individual potential. In 2006, WSPY plans to develop a Washington Healthy Youth Plan and to hold a statewide summit to disseminate the plan.

Time involved: Attend monthly steering committee meetings, special planning sessions, and events. (80 hours per year.)

Duration: Until the end of 2006

Health Diversity Summit

The Health Diversity Summit will find ways to reduce health disparities and explore ways to improve access to health care and close the health disparity gap for communities of color in Washington State.

Time involved: Help with planning of summit and attend summit on September 30, 2005. (20 hours per month plus 8 hour summit.)

Duration: Uncertain if commitment will extend beyond date of summit

Newborn Screening Committees

Advisory committees have been established by the Board to provide recommendations on conditions to adopt for mandatory newborn screening. The work of the cystic fibrosis advisory committee is being finalized and another committee will most likely be established to review recommendations from the American College of Medical Genetics.

Time involved: Staff advisory committee and coordinate planning with DOH counterparts. (120 hours.)

Duration: Uncertain, will extend into 2006

Vaccine Advisory Committee (VAC) Taskforce on Criteria

A VAC taskforce is being created to specifically consider criteria that must be met for a new vaccine to be adopted as a child care center or school entry requirement.

Time involved: Staff task force as needed and collect data from other states on criteria needed. (Up to 120 hours.)

Duration: The Board has proposed that the criteria be ready to present at its January 11, 2006 meeting for the Board's review and potential adoption.

Substitute House Bill 1951 Vision Work Group

Substitute house bill 1951 provides for DOH to convene a work group to re-evaluate visual screening of children in public schools and make recommendations regarding changes to the rule. This involves establishing an expert work group.

Time involved: Serve on expert work group, coordinate Board presentations as needed, and possibly staff rule changes. (40-120 hours.)

Duration: The final report is due to the Legislature by December 1, 2006.